

**Meeting Minutes**  
**ELECTRICAL COMMISSION**  
308 S. Pierre St. Pierre SD  
Or Microsoft Teams  
July 20, 2021 8:30 A.M. CDT

President Lyons called the meeting to order at 8:30 a.m. JJ Linn, Executive Director called the roll.

**Members of the Board in Attendance:** Sean Lyons, Rick Cronin, Doug Fuerst, and Tor Sorlien.

**Members of the Board in Attendance via Microsoft Teams:** Dave Eide.

**Others Present in Attendance:** JJ Linn – Executive Director, Roxie Mobley – Office Secretary, and Graham Oey – Legal Counsel.

**Others Present via zoom:** Tony Jockheck - SDHBA.

President Lyons noted Members Vanderwerff, Eide and Lyons have been reappointed for 3-year terms. Thank you for your continued service to the public and the industry.

The meeting agenda was presented. President Lyons requested additions or comments on the agenda. President Lyons declared the agenda correct as amended.

The January 29, 2021 Commission minutes were presented. President Lyons declared the minutes correct as presented as no comments were received from members.

John Hoffman entered the meeting at 8:35.

President Lyons opened the floor to public input. No comments were received.

Inspectors report:

President Lyons requested Director Linn to conduct an inspector update.

- Dan Urban has completed his probationary period.
- The Aberdeen district has not been filled and the Commission has not received any qualified applicants for this location. The range of the offering salary has been increased depending on experience. Dan Larson has agreed to extend his inspection services in this area on a part-time basis.
- Inspector salaries have been increased in addition to the amount recommended by the legislature. It is important for the Commission to offer competitive salaries for hiring and the retaining of personnel. Director Linn will continue to attempt to make improvements regarding inspector salaries.

Old Business:

President Lyons stated there is no old business on the agenda.

New Business:

President Lyons requested Director Linn to review the proposed rule changes.

President Lyons recessed the meeting at 9:45 a.m. for a break and to allow the Public Rules Hearing scheduled for 10:00 a.m.

President Lyons reconvened the meeting at 10:11 a.m.

Director Linn noted the license fee increase approximate effective date is 10/1/2021.

President Lyons requested Director Linn to confirm the request by Blake A. Woodward, P.E. – Efraimson Electric, Inc. to be approved as a South Dakota 3<sup>rd</sup> party labeler. Hoffman made a motion to confirm Blake A. Woodward as 3<sup>rd</sup> party labeler for the state of South Dakota. Sorlien seconded the motion. A roll call vote was held. **MOTION PASSED.** (Cronin-aye, Eide-aye, Fuerst-aye, Hoffman-aye, Sorlien-aye, Lyons-aye).

President Lyons announced nominations are now in order for the office of President. Eide nominated Sean Lyons; Seconded by Cronin. President Lyons requested additional nominations. Hearing none, President Lyons declared Sean Lyons elected to the position of President by acclamation. President Lyons announced nominations are now in order for the office of Secretary/Treasurer. Member Eide nominated John Hoffman; Seconded by Cronin. President Lyons requested additional nominations. Hearing none, President Lyons declared John Hoffman elected to the position of Secretary/Treasurer by acclamation.

#### Reports:

The reports for January 2021 to June 2021 were reviewed.

Code Committee Report: No pending items at this time.

#### President's Report:

- President Lyons noted a specific brand of furnace manufacturer is informing their customers to install their furnace on a non GFCI breaker to avoid nuisance tripping. Discussion ensued regarding specific brands of breakers being able to hold better in certain situation. Noted the time utilized to investigate nuisance tripping is expensive to the consumer and the installer.

#### Executive Director's Report:

- Director Linn noted the Commission is not current on billing installers for permits that have been finalized due to COVID, the loss of a 42-year employee, and the hiring of two new staff of which all occurred close to or during renewal and an inspection fee increase. The Commission has been diligent to warn licensees multiple times of the upcoming billings.
- Director Linn informed the members the Commission will be actively pursuing a licensure/permit database once the budget allows the Commission to do so.
- HB 1009 and HB 1037 passed during the 2021 legislative session and became law 7/1/21.
- Director Linn noted a change in Iowa rules taking effect on August 4<sup>th</sup> would allow reciprocal applicants receiving a 70% or greater on their South Dakota exam the ability to reciprocate to Iowa. The previous requirement was 75% or greater.

President Lyons noted the next Commission meeting is tentatively scheduled for October 21, 2021.

#### President Lyons requested comments from the members:

- Hoffman noted a concern with 314.27(c) requiring multiple fan rated boxes to be installed at the original time of construction in habitable rooms where a fan potentially would be installed in the future. Cronin, Sorlien and Lyons noted the same concern. Oey stated the verbiage in this section did not appear to require all boxes in a habitable room to be fan rated boxes. Members instructed Director Linn to reassess the Commission's interpretation and enforcement of 314.27(c) with the inspectors.

Cronin made a motion to adjourn the Commission meeting. Fuerst seconded the motion. A roll call vote was held. **MOTION PASSED.** (Cronin-aye, Eide-aye, Fuerst-aye, Hoffman-aye, Sorlien-aye, Lyons-aye).

Meeting adjourned at 11:15 a.m.

SD Electrical Commission  
 GL Budget Performance  
 Revenue  
 07/01/2021 to 12/31/21

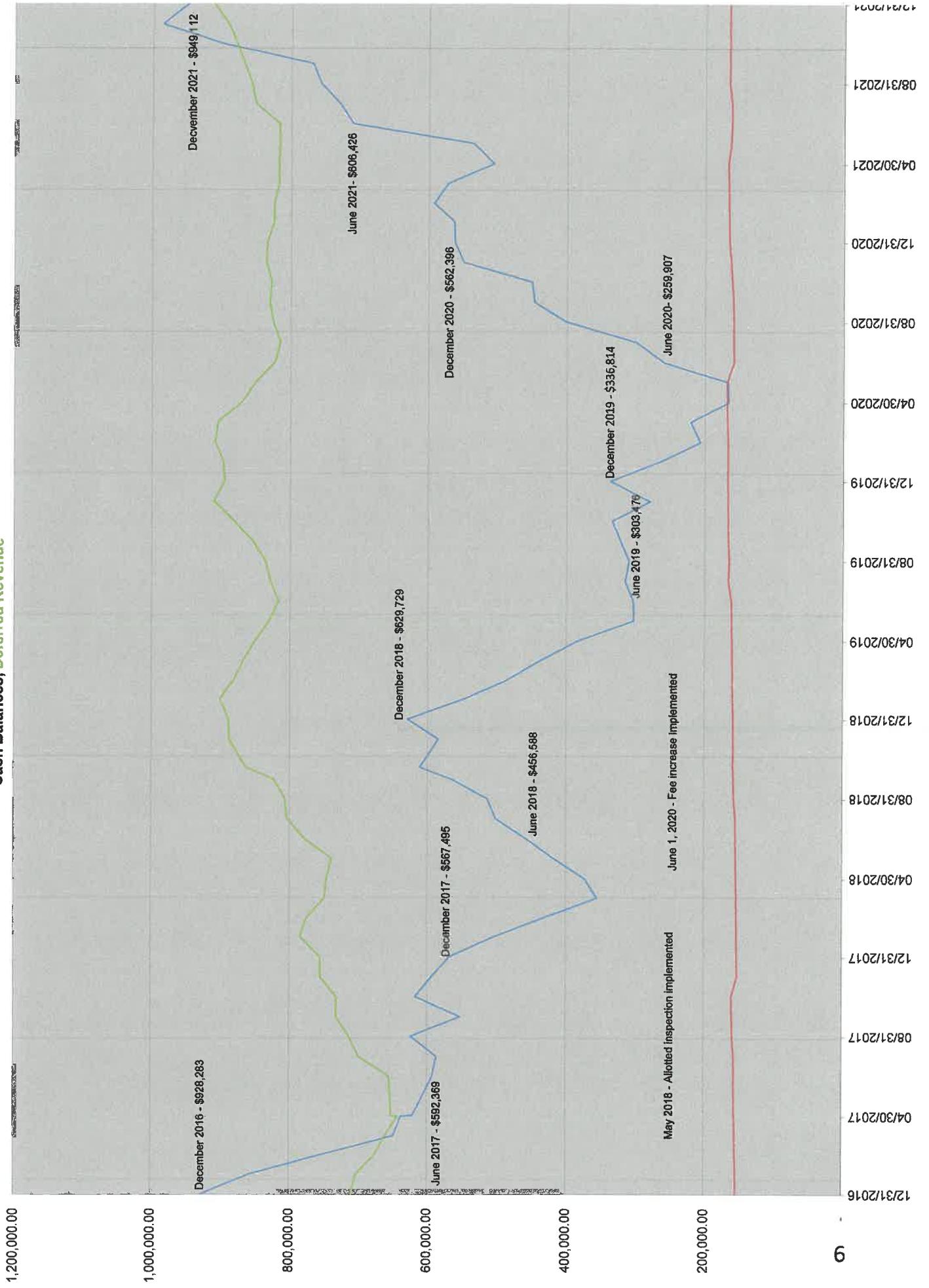
Description	Budget	Actual	Remaining	Percent
Permits - ECs & CBEs	150,000.00	79,898.00	(70,102.00)	53.27%
Permit - HO	14,000.00	7,140.00	(6,860.00)	51.00%
Permit - Form B	25,000.00	13,645.00	(11,355.00)	54.58%
EI License	1,800.00	40.00	(1,760.00)	2.22%
EC License	170,000.00	4,380.00	(165,620.00)	2.58%
CBE License	2,000.00	40.00	(1,960.00)	2.00%
JM License	117,000.00	4,400.00	(112,600.00)	3.76%
AE License	27,820.00	6,940.00	(20,880.00)	24.95%
IEC License	12,000.00	310.00	(11,690.00)	2.58%
ICBE License	480.00	-	(480.00)	0.00%
IJM License	6,500.00	80.00	(6,420.00)	1.23%
EC Reciprocal License	10,000.00	2,240.00	(7,760.00)	22.40%
JM Reciprocal License	6,500.00	2,600.00	(3,900.00)	40.00%
Maintenance License	1,000.00	200.00	(800.00)	20.00%
Exam Fees	17,000.00	9,740.00	(7,260.00)	57.29%
Re-exam Fees	2,000.00	1,000.00	(1,000.00)	50.00%
Undertaking Fees	5,000.00	2,400.00	(2,600.00)	48.00%
Inspection Fees	1,460,000.00	774,636.65	(685,363.35)	53.06%
Re-inspection Fees	125,000.00	89,429.00	(35,571.00)	71.54%
501 (d) License Fees	800.00	-	(800.00)	0.00%
Administrative Fees	30,000.00	27,715.00	(2,285.00)	92.38%
Re-instatement Fees	-	350.00	350.00	
Misc. Income	100.00	30.10	(69.90)	30.10%
Non-operating Revenue Interest	20,000.00	9,247.26	(10,752.74)	46.24%
	<u>2,204,000.00</u>	<u>1,036,461.01</u>	<u>(1,167,538.99)</u>	<u>47.03%</u>

SD Electrical Commission  
GL Budget Performance  
Expense  
07/01/2020 to 06/30/2021

Description	Budget	Actual	Remaining	Percent
<b>Employee Salaries</b>				
FT Employee Salaries	\$1,007,298.00	\$419,118.03	588,179.97	41.61%
PT Employee Salaries	\$140,721.00	\$27,424.14	113,296.86	19.49%
Commission Members Meeting Fee	\$643.00	\$0.00	643.00	0.00%
<b>Subtotal</b>	<b>\$1,148,662.00</b>	<b>\$446,542.17</b>	<b>702,119.83</b>	<b>38.87%</b>
<b>Employee Benefits (Employer's Share)</b>				
OASI	\$96,021.00	\$33,345.43	62,675.57	34.73%
Retirement	\$70,424.00	\$24,806.87	45,617.13	35.23%
Health Insurance	\$210,718.00	\$78,098.29	132,619.71	37.06%
Worker's Compensation	\$2,465.00	\$625.20	1,839.80	25.36%
Unemployment	\$1,174.00	\$40.29	1,133.71	3.43%
<b>Subtotal</b>	<b>\$380,802.00</b>	<b>\$136,916.08</b>	<b>243,885.92</b>	<b>35.95%</b>
Personal Services	\$1,529,464.00	\$583,458.25	946,005.75	38.15%
<b>Travel</b>				
Auto-State Owned in State	\$260,803.00	\$86,890.89	173,912.11	33.32%
Auto Priv Low rate	\$2,000.00	\$322.46	1,677.54	16.12%
Auto Priv High rate	\$2,000.00	\$477.96	1,522.04	23.90%
Air Travel	\$0.00	\$0.00	-	
Lodging in State	\$16,247.00	\$8,200.40	8,046.60	50.47%
Incidental Travel in State	\$0.00	\$0.00	-	
Meals Taxable in State	\$48,710.00	\$16,214.74	32,495.26	33.29%
Meals Non Taxable in State	\$6,200.00	\$2,627.50	3,572.50	42.38%
Auto-Out of State - Low Miles	\$1,000.00	\$0.00	1,000.00	0.00%
Auto-Out of State - High Miles	\$1,000.00	\$0.00	1,000.00	0.00%
Air-Comm out of State	\$4,500.00	\$446.34	4,053.66	9.92%
Lodging out of State	\$5,300.00	\$416.91	4,883.09	7.87%
Incidental Travel out of State	\$400.00	\$409.57	(9.57)	102.39%
Meals Non Taxable out of State	\$800.00	\$150.00	650.00	18.75%
<b>Subtotal</b>	<b>\$348,960.00</b>	<b>\$116,156.77</b>	<b>232,803.23</b>	<b>33.29%</b>
<b>Contractual Services</b>				
Subscriptions	\$400.00	\$359.97	40.03	89.99%
Dues & Membership Fees	\$4,500.00	\$895.00	3,605.00	19.89%
Workshop Registration Fees	\$5,300.00	\$295.00	5,005.00	5.57%
BIT-Computer Services	\$46,750.00	\$17,975.00	28,775.00	38.45%
BIT-Development Costs	\$25,319.00	\$1,852.51	23,466.49	7.32%
Central Services - Records Management	\$30,828.00	\$15,043.42	15,784.58	48.80%
Equipment Maintenance	\$1,500.00	\$53.46	1,446.54	3.56%
Janitorial Services	\$1,583.00	\$607.14	975.86	38.35%
Audit Services	\$0.00	\$0.00	-	
Computer Software Maintenance	\$100.00	\$99.28	0.72	99.28%
Advertising	\$1,000.00	\$692.64	307.36	69.26%
Rent - Private	\$12,000.00	\$6,251.22	5,748.78	52.09%
Rent - other	\$1,000.00	\$0.00	1,000.00	0.00%
Telecommunication Services	\$25,726.00	\$7,460.72	18,265.28	29.00%
Garbage	\$100.00	\$42.00	58.00	42.00%
Ins Premiums & Surety Bonds	\$2,195.00	\$0.00	2,195.00	0.00%
Bank Fee & Charges	\$0.00	\$1,335.68	(1,335.68)	
Other Contractual Services	\$1,650.00	\$1,590.53	59.47	96.40%
<b>Subtotal</b>	<b>\$159,951.00</b>	<b>\$54,553.57</b>	<b>\$105,397.43</b>	<b>34.11%</b>
<b>Supplies &amp; Materials</b>				

Office Supplies	\$6,300.00	\$2,505.73	3,794.27	39.77%
Office Supplies	\$4,000.00	\$68.12	3,931.88	1.70%
Printing-State	\$2,000.00	\$400.76	1,599.24	20.04%
Printing-commercial	\$14,000.00	\$9,348.70	4,651.30	66.78%
Postage	\$15,900.00	\$4,483.62	11,416.38	28.20%
Clothing	\$1,500.00	\$75.00	1,425.00	5.00%
Procurement Card Purchase	\$2,000.00	\$0.00	2,000.00	0.00%
<b>Subtotal</b>	<b>\$45,700.00</b>	<b>\$16,881.93</b>	<b>28,818.07</b>	<b>36.94%</b>
Office Equipment	\$200.00	\$196.48	3.52	98.24%
Telephone Equipment	\$300.00	\$300.00	-	100.00%
Computer Hardware	\$5,272.00	\$434.01	4,837.99	8.23%
Computer Software	\$128.00	\$0.00	128.00	0.00%
Refund of Prior Year Revenue	\$100.00	\$50.00	50.00	50.00%
Operating Trans Out (DLR)	\$70,000.00	\$22,809.07	47,190.93	32.58%
<b>Subtotal</b>	<b>\$76,000.00</b>	<b>\$23,789.56</b>	<b>\$52,210.44</b>	<b>31.30%</b>
<b>Operating Subtotal</b>	<b>\$630,611.00</b>	<b>\$211,381.83</b>	<b>\$419,229.17</b>	<b>33.52%</b>
<b>Total</b>	<b>\$2,160,075.00</b>	<b>\$794,840.08</b>	<b>\$1,365,234.92</b>	<b>36.80%</b>
<b>Total Revenues Over/(Under) Expenses</b>	<b>\$ 43,925.00</b>	<b>\$ 241,620.93</b>	<b>\$ 197,695.93</b>	<b>-550.08%</b>

**General Fund and Undertaking Fund  
Cash Balances, Deferred Revenue**



# South Dakota Electrical Commission

## Inspectors Statistics 07/01/2021 and 12/31/2021

	Inspector	BD	Permits	Transfers	Finals	ED	RI	DT	Other	Total Contacts
00	Administration	-	-	24	(24)	-	1	66	1,354	1,445
1	Brent Schoulte	659	443	199	(312)	989	161	12	1,074	1,559
2	Stan Rogers	708	271	(757)	(222)	-	112	4	47	385
3	Kyle Dahl	701	347	123	(376)	795	256	10	716	1,358
5	Jason Wingert	837	465	58	(359)	1,001	303	2	999	1,663
6	Dan Larson	326	219	238	(276)	507	73	9	323	681
8	Thad Stoddard	677	350	44	(350)	721	194	5	202	751
9	Dan Urban	523	414	130	(277)	790	273	27	1,743	2,320
11	Scott Ochsner	948	511	(1,091)	(368)	-	425	-	1,197	1,990
12	Dan Schoenfelder	703	412	242	(277)	1,080	264	7	883	1,431
13	Aaron Dimitt	584	329	26	(223)	716	116	1	801	1,141
14	Jeff Hotchkiss	580	293	237	(321)	789	99	5	492	917
17	Tom Kelly	235	177	(9)	(162)	241	141	-	117	420
21	Doug Brende	500	316	314	(213)	917	316	-	901	1,430
22	Curtis Mitchell	495	494	254	(363)	880	297	2	393	1,055
24	Tim Heairet	811	380	(32)	(311)	848	183	1	1,058	1,553
	<b>Totals:</b>	<b>9,287</b>	<b>5,421</b>	<b>-</b>	<b>(4,434)</b>	<b>10,274</b>	<b>3,214</b>	<b>151</b>	<b>12,300</b>	<b>20,099</b>